

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 11/08/17

CLOSING DATE: UNTIL FILLED

SCDC INTERNAL TITLE: TRADES SPEC V - INDUSTRIES SCDC POSITION #: 012359
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0600 AM - 0400 PM
LOCATION: LEE CORRECTIONAL INSTITUTION, BISHOPVILLE (LEE) LEVEL 3

STATE JOB TITLE: TRADES SPECIALIST V STATE JOB CLASS: KC50
PAY BAND/LEVEL: 05 A
BAND: 05 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: \$ 032838 - \$ 042420 SCEIS POSITION #: 61020032

MINIMUM AND ADDITIONAL REQUIREMENTS:
A HIGH SCHOOL DIPLOMA AND TRADE EXPERIENCE THAT IS DIRECTLY
RELATED TO THE AREA OF EMPLOYMENT.
A HIGH SCHOOL DIPLOMA AND FIVE (5) YEARS RELEVANT EXPERIENCE IN A
PRODUCTION SETTING TO INCLUDE ONE (1) YEAR SUPERVISORY EXPERIENCE.

DESCRIPTION OF DUTIES:
UNDER GENERAL SUPERVISION, RESPONSIBLE FOR MAINTAINING AND REPAIRING
INDUSTRIAL SEWING MACHINES FOR THE APPAREL PLANTS. KNOWLEDGE OF
PRODUCTION METHODS AND TECHNIQUES RELATED TO THE APPAREL INDUSTRY WITH
THE ABILITY TO PLAN, COORDINATE AND SUPERVISE INMATE WORKERS. PROVIDES
PREVENTATIVE MAINTENANCE AND ENSURES THAT WORK ENVIRONMENT IS SAFE IN
EQUIPMENT IN ACCORDANCE WITH OSHA. RESPONSIBLE FOR ORDERING AND
ACCORDANCE WITH STATE AND OSHA GUIDELINES. RESPONSIBLE FOR ORDERING &
MAINTAINING SUPPLIES AND TOOL CONTROL. TRAIN INMATE WORKERS IN
THE PROPER USE OF SEWING MACHINES. ASSIST THE PLANT MANAGER IN THE
DAILY PLANT OPERATIONS. OCCASIONAL TRAVEL REQUIRED. WORK SCHEDULE
IS SUBJECT TO CHANGE TO MEET INDUSTRY DEMANDS. EMAIL RESUME TO:
INDUSTRIESJOBAPPLICANTS@DOC.SC.GOV AND REFERENCE POSITION NUMBER.
COMMENTS:
MUST ATTEND SCDC BASIC TRAINING